



Public Schools of North Carolina

Charter Amendments

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Governing Law

- G.S. §115C-218.7 “A material revision of the provisions of a charter shall be made only upon the approval of the State Board of Education.”



Governing Policy

- CHTR-014: Charter Amendments for Existing Public Charter Schools
- The policy divides types of amendments into two categories: those that SBE must approve and those that OCS may approve.

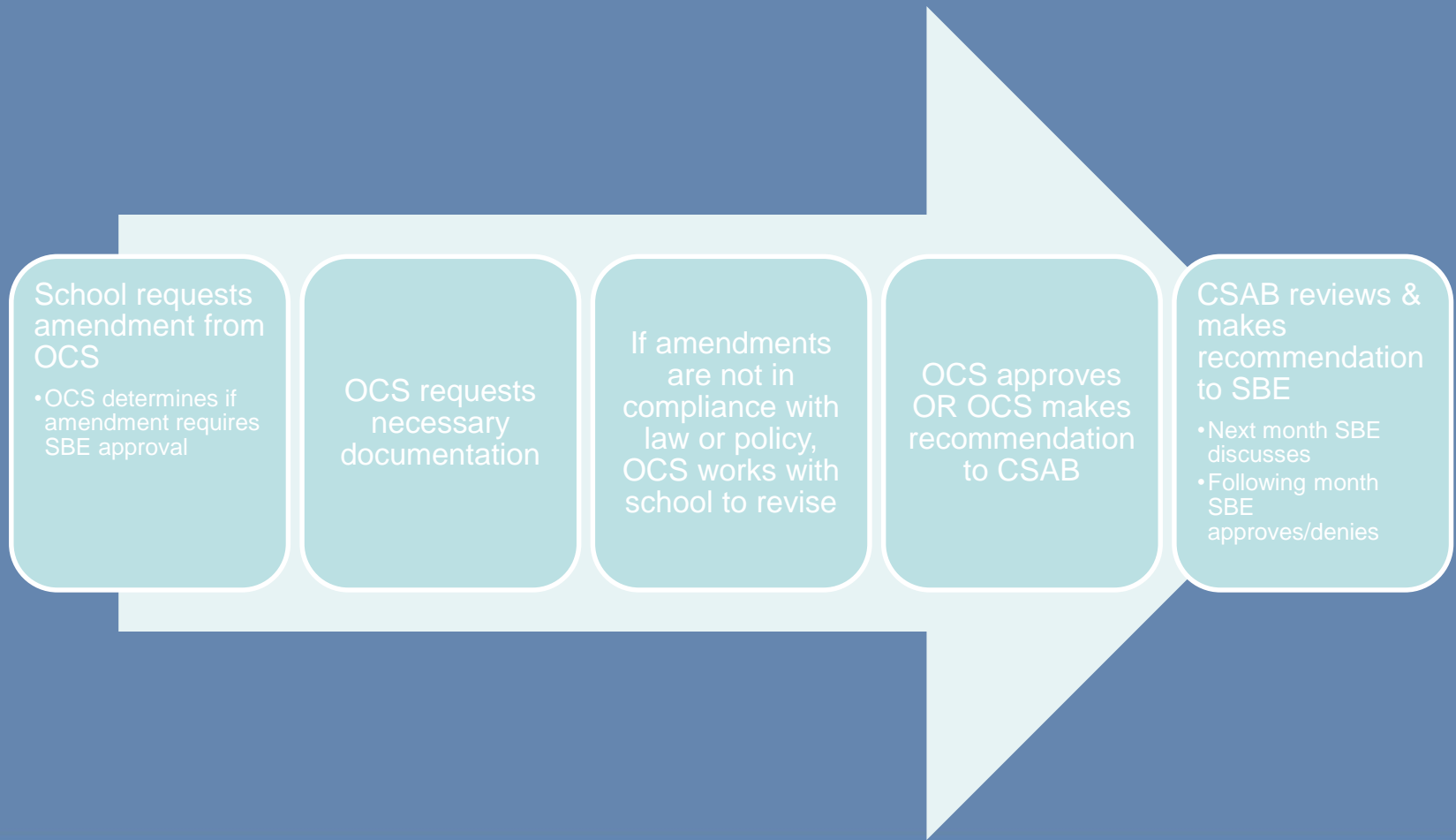


Key Point

- Any changes to your school's SBE-approved charter application must go through the amendment process **BEFORE** implementing the change.



Amendment Process Overview



CFU- Check for Understanding

- At a board meeting, your board discusses revising the bylaws.
- Will this change require an amendment?
- What's the first step in the amendment process?



Amendments Requiring SBE Approval

1. Enrollment growth greater than 30% for charters not currently low-performing or grade expansion not in the approved charter
2. Relocation outside a 5-mile radius or approved LEA
3. Transferring the charter to another non-profit entity



Amendments Requiring SBE Approval

4. Altering the mission or targeted student population
5. Employing or terminating a management company
6. Change to the charter application with respect to the National School Lunch program



CFU – Check for Understanding

- Your board decides to change the school's mission statement.
- Does this require SBE approval?
- How long can you expect this process to take?



Amendments OCS can process

1. Bylaws
2. Charter School name
3. The Articles of Incorporation
4. Relocation within 5 mile radius
5. Class sizes as stated in the application
6. Length of school day and/or academic year



Amendments OCS can process

- 7. Curriculum changes
- 8. Student transportation changes
- 9. Food service plan changes
- 10. One year delay and/or using year 2 enrollment



SBE Approval

- Any proposed amendments not contained in the previous slides must be SBE approved.



Required documentation

- 1. Board meeting minutes reflecting the vote of the Board of Directors for the school.
 - Need to clearly show a motion to approve the proposed amendments and forward to OCS
 - Proposed amendments should be clearly reflected in minutes



What's wrong with these minutes?

- The board moves to change the charter application. Motion passes.



Required documentation

- 2. Cover letter fully explaining/justifying the request signed by the Board Chair and the lead administrator of the school.
 - Both signatures required (unless an administrator has not been hired)
 - Note: Fully explaining/justifying the request



What's wrong with this request letter?

Dear OCS,

Our board would like to amend our school's mission statement.

Thank you, Board of Directors/Administrator



Required documentation

- 3. Strikethrough version of the original charter application
- 4. Clean version of the original charter to include the new language



Strikethrough/Clean Examples

The name of the proposed charter school is ~~ABC Charter~~.

The name of the proposed charter school is Biltmore Charter.

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The mission of ABC Charter School is to provide each student a diverse education in a safe, supportive environment that promotes self-discipline, motivation, and excellence ~~in learning through experiential hands-on learning.~~

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Document Collection

- After request received via email, tasks will be assigned through Epicenter for the collection of all required documentation.



OCS or SBE??

- Mission statement
- Relocation 4 miles away
- Bylaws
- Employing a management company
- Curriculum changes
- Student transportation
- National school lunch program
- Grade expansion not in charter





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Questions??

Send amendment requests to:

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